

Letter of Praise for Outstanding Internship Performance

Date: [Insert Date]

To: [Intern's Name]

From: [Your Name]

Subject: Recognition of Your Exceptional Internship Performance

Dear [Intern's Name],

I am writing to express my sincere appreciation for the outstanding performance you demonstrated during your internship with us at [Company Name]. Your dedication, professionalism, and eagerness to learn were truly commendable.

Your contributions to [specific project or task] significantly impacted our team and showcased your ability to excel in challenging situations. The way you [specific example of a skill or task performed] was particularly impressive and did not go unnoticed.

I have no doubt that you have a bright future ahead of you, and I am excited to see where your career takes you next. Thank you once again for your hard work and commitment during your time with us.

Best regards,

[Your Name]

[Your Position]

[Company Name]